

**SUPPLEMENTAL SELLER QUALITY
ASSURANCE REQUIREMENTS**

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Involving Government Source Inspection

Appendix A - Preparation Instructions - DD Form 250

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SUPPLEMENTAL SELLER QUALITY ASSURANCE REQUIREMENTS**1. Scope**

- 1.1 This document establishes quality assurance requirements for Bettis purchase actions.
- 1.2 Attachment A contains administrative requirements which are applicable only when Government Source Inspection is specified in the purchase order. The requirements of Attachment A must be redelegated by the Seller when the Government Representative authorizes Government inspection at source on lower-tier supplier procurements.
- 1.3 Appendix A contains preparation instructions for DD Form 250.
- 1.4 The use of this document does not relieve the Seller of his responsibility to assure compliance with all of the requirements of the purchase order.
- 1.5 In the event of a conflict among documents applicable to the purchase order, the Seller shall immediately notify Bettis, who will, upon such notification, resolve the conflict and give the Seller a resolution via a Change Notice or Purchase Order Information Release (POIR) to the purchase order.

2. Definitions

- 2.1 Characteristic - any dimensional, visual, functional, mechanical, electrical, chemical, physical, or material feature or property and any manufacturing process control element which describes and establishes the design and manufacturing requirements of the product.
- 2.2 Gage - a fixed device or a pre-set and non-variable device used for determining whether a specified characteristic (dimension) is within limits.
- 2.3 Identification - a distinguishing mark applied to a product establishing the identity of that product.
- 2.4 Item - one of the distinct parts of a product, or a logical operational unit within a service.
- 2.5 Lower-tier Supplier - a material supplier or subcontractor who has a purchase order with the Seller or any of his lower-tier suppliers. Other subdivisions or activities within the Seller's parent facility not under the direct cognizance of the Seller's Quality Control Department, shall be considered lower-tier suppliers.
- 2.6 Measuring and test equipment - all devices used to measure, gage, test, inspect, or otherwise examine items to determine compliance with specifications.
- 2.7 Product - purchased raw materials, components, assemblies, equipment, supplies, systems, or services.

2.8 Purchase Order - includes the basic purchase order and all of its attachments (specifications, drawings, etc.), additional ordering data, Change Notices, and Purchase Order Information Releases.

2.9 Serialization - identification of products by use of successive numbers.

3. Quality Assurance Program

3.1 Submittals Requesting Approval

All of the Seller requests for changes and approvals shall be submitted in accordance with Bettis Form 74157 or Form 73844 as applicable.

3.1.1 The Seller may submit required procedures to Bettis in accordance with the Coordinated Procedure Review System (CPRS) via Forms 73844 or 74157 requirements. The CPRS system includes provisions for preparing and obtaining approvals for generic procedures. Vendor actions and obligations to participate in and maintain this program are discussed in the "CPRS Instructions and Recommendations for Suppliers", which is available upon request by contacting Bettis through the cognizant buyer.

3.2 Responsibilities of Seller for Lower-tier Suppliers

3.2.1 The Seller is responsible for the performance of his lower-tier suppliers and shall establish and maintain a quality plan to provide for quality system surveillance and for product and process verification at the lower-tier supplier's facilities which ensure that applicable requirements are met.

3.2.2 The Seller shall ensure that inspection and manufacturing procedures, including changes to these procedures to be followed by lower-tier suppliers, are reviewed at a responsible level of management in at least two organizations, i.e., the organization doing the work and at least one higher-tier organization.

3.2.3 Examples of procedures, and changes thereto, requiring review and concurrence by at least two organizations include, but are not limited to welding, brazing, plating, heat treating, cleanliness controls, use of detrimental materials, pickling, blasting, soldering, chrome plating, tube rolling, painting, nondestructive testing, water chemistry control, and electrical tests. This requirement does not preclude the necessity for Bettis approval of documents as required by applicable specifications.

The Seller may use the CPRS program for submittal of initial procedures or prior approved CPRS procedures. Due to the associated efforts involved, the CPRS program applies to Seller and lower-tier submittals that are generally applicable to several components or purchase orders. Submittals which are unique to a specific component, product or purchase order are excluded.

3.3 Unusual Incidents

- 3.3.1 The Seller shall, immediately upon discovery, notify Bettis of any unusual incident occurring to products in either the Seller's or a lower-tier supplier's facility or fabrication site or occurring in transit to or from the lower-tier supplier to the Seller. The Bettis Representative, or the Government Quality Assurance Representative (hereinafter called Government QAR), if assigned responsibilities for on-site inspections or tests as part of this order, shall also be immediately notified.
- 3.3.2 An unusual incident is defined as an extraordinary occurrence unplanned or unapproved, which either has the potential for causing damage to, or for affecting the structural integrity or reliability of the product, or results in a violation of a purchase order requirement. Examples include but are not limited to:
1. Inadvertent dropping of an item or product, or the inadvertent dropping of large and/or heavy objects onto an item or product.
 2. Inadvertent exposure to excess heat such as fire or application of flame.
 3. Inadvertent exposure to possible and/or potential prohibited materials. Inadvertent exposure may be caused by:
 - a. Ruptures or breaks in flasks, cylinders, vessels, and piping systems.
 - b. Natural elements such as snow caving in roofs, wind and rain (tornadoes, hurricanes) blowing off roofs or blowing out windows.
 - c. Transporting vehicle accident.
 4. Inadvertent overvoltage applied to electrical or electronic components.
 5. Unscheduled facility and/or equipment shutdowns caused by strikes, walkouts, bomb threats or power losses.

3.4 Mandatory Hold Points

- 3.4.1 Mandatory Hold Points (MHP) defining the specific operations in the Seller's manufacturing and/or inspection sequence that are to be witnessed and/or inspected by a Bettis Representative will be identified by Bettis in the Purchase Order. A Bettis MHP shall not be bypassed by the Seller unless written authorization has been obtained from Bettis. All operations up to an MHP or purchase order completion if an MHP does not apply, shall have been accepted by the Seller as meeting contractual requirements prior to notification to Bettis for verification.

- 3.4.2 When an MHP is not issued with a purchase order or change notice requiring Bettis source inspection, inspection shall be performed by Bettis upon the Seller's completion of the purchase order requirements.
- 3.4.3 When an MHP is identified as "witness", the Bettis Representative will observe the test or inspection when it is initially performed by the Seller or his lower-tier supplier for acceptance of the product.
- 3.4.4 When an MHP is identified as "inspect", the Bettis Representative will physically perform the inspection work element specified independent of the Seller's inspection. However, if extensive set up or use of a complex machine or fixture is required to perform the inspection, or testing is permitted only once or a very limited number of times (e.g. destructive tests, load tests, electrical product insulation testing), the Bettis Representative shall perform his inspection concurrently with the Seller's inspection. In such cases, the Bettis Representative will make an independent assessment of the gage or instrument readings for such inspections.
- 3.4.5 If any portion of the purchase order involving an MHP is to be performed by a lower-tier supplier, the Seller shall notify Bettis prior to placing the purchase order with that supplier so that arrangements can be made to accomplish source inspection of the MHP.
- 3.4.6 The Seller shall furnish Bettis advance notice of inspections for Mandatory Hold Points or final inspection, whichever is applicable, as follows:

<u>Day of Inspection</u>	<u>Notification Required</u>
Monday	Preceding Thursday
Tuesday through Friday	Minimum of 48 clock hours in advance

In those cases where a Bettis Representative is in residence at the Seller's facility, only reasonable notification is required unless otherwise specified in the purchase order. In the case of inspection to be performed at a lower-tier supplier's facility, it is the responsibility of the Seller to notify Bettis.

3.5 Bettis Authorization to Ship or Release Product

When Bettis source inspection is specified, an Inspection Release (Form 73701) will be issued by the Bettis Representative and attached to the accepted product. The product shall not be shipped or otherwise released to Bettis without having an Inspection Release attached unless prior written authorization is received from Bettis.

3.6 Deficiency Notice

When deficiencies in the Seller's operations are revealed by a Bettis Representative, a Deficiency Notice will be prepared and presented to the Seller who shall reply in writing to Bettis within the time period specified on the Deficiency Notice. The Seller's reply shall state the real cause of the deficiency, the effect on other components or parts, the immediate corrective action taken or planned, and the action taken to prevent recurrence.

3.7 Use of Sellers Inspection Equipment

The Seller is responsible to account for his inspection tools used by Bettis and/or the Government QAR to assure that prior to the Seller performing additional work and/or shipping the product or releasing to Bettis, all such inspection tools have been returned to the Seller in the same condition as loaned. Furthermore, the Seller shall make every effort to witness the inspection and immediately notify the Bettis and/or the Government QAR of any deleterious effects on the equipment from such inspection. However, if for some reason the Seller does not witness the inspection, the Seller shall report any deleterious effects of such inspection to Bettis within 48 hours of the inspection or assume responsibility for the deleterious effects.

3.8 Re-identification of Material

3.8.1 It is required that materials incorporated into the product be in complete compliance with the purchase order technical documents. When the Seller determines that it is of benefit to Bettis (i.e., a decrease in cost or improved delivery) to substitute and upgrade a material for one identified in purchase order technical documents, the Seller may request approval from Bettis. Approval will not be granted where materials listed in the purchase order technical documents are readily available.

Re-identification is a term which describes those actions taken to assure that substituted material possesses equivalent characteristics to the material specified in the purchase order technical requirements. These actions include performing additional material tests and presenting technical justifications. The technical justifications must provide assurance that the material originally produced to a non-purchase order technical document may be considered to meet the requirements of the purchase order technical document. Re-identifying materials when required to comply with the purchase order technical requirements shall follow the practice established herein.

- 3.8.2 Approval for re-identification shall be obtained from Bettis in accordance with the practice established below:
- (a) When the need for re-identification is established at the time of response to invitation to bid, the Seller shall state in his response: (1) the original specification of the proposed material to be re-identified, (2) the manufacturer of the material and (3) in the case that the manufacturer is not the direct supplier, the source from which the material is intended to be procured, (4) a comparison of the requirements of the specification required by the purchase order technical documents and the specification proposed by the seller, (5) tests proposed to support re-identification and (6) consequences which could result from the inability to procure material as specified in the purchase order.
 - (b) When the need to apply material not fully identified in accordance with the purchase order technical requirement is established after placement of the purchase order, request for re-identification shall be submitted in a "Repair Approval Request (RAR)". This request shall contain the justification and the information specified in 3.8.2(a).
- 3.8.3 Re-identified material must be certified by a certified test report from the manufacturer of the material. This test report should, as a minimum, positively identify the material and certify that the material meets the requirements of the specification to which the material was manufactured. The certification must identify material type and conditions where specific type and conditions are required by the purchase order.
- 3.8.4 Re-identified material shall be considered to meet the requirements of the purchase order provided that each lot of material is shown to have chemical composition, mechanical and physical properties within the permissible range of the designated specification by an authentic test record and by marking the lot of material so as to identify it with that record. A lot shall be as defined by the purchase order material specification. When the purchase order requires other tests, or more restrictive tests than those of the specification covered by the authentic test record, the material shall be subjected to the additional tests to provide the assurance that it complies with the purchase order technical requirements.
- 3.8.5 Where required additional tests cannot be performed, e.g. preproduction tests, extra sample material not available, etc., the Seller may request a waiver. In his request the Seller shall identify the unfillable requirements and justify the use of the proposed material showing that the uncertified test properties will not affect the performance of the product.

3.9 Sampling Inspection

If the Seller proposes to use sampling inspection procedures in lieu of 100% inspection for acceptance, the Seller's proposed sampling procedures shall be submitted to and approved by Bettis prior to use. Contemplated sampling plans shall define the following type of sampling plan (e.g. MIL-STD-105, MIL-STD-414); single, double, or multiple sampling; normal, reduced, or tightened plans; lot sizes; inspection levels; and the Acceptable Quality Level (AQL).

3.10 Magnet Check of Materials

By using a known piece of carbon steel as a standard for comparison, the Seller shall conduct and record the results of a magnet check of all stainless steel (300 series), nickel-chromium iron alloy (Inconel) and Zircaloy materials supplied on this purchase order to insure that carbon steel has not been inadvertently used for the fabrication of the products. Results of this inspection requirement shall be identified as "magnetic" or "non-magnetic" on the Inspection Data Sheet or Certification Report.

3.11 Seller Acceptance Inspection

3.11.1 The Seller shall perform an acceptance inspection of all products to ascertain meeting the total requirements of the purchase order prior to submittal of such products to Bettis and/or the Government for inspection (refer to Section 3.4.3 and 3.4.4 for exceptions). The Seller's acceptance shall be based on 100% inspection, unless sampling inspection is performed in accordance with Section 3.9. As used herein 100% inspection requires inspection of each characteristic of each piece included in the purchase order. The purchase order drawings, and not the manufacturer's drawings, shall be used for final inspection unless otherwise approved by Bettis.

The Seller shall utilize appropriate gaging, measuring, and test equipment, and shall regularly calibrate his inspection equipment using appropriate standards traceable to the National Bureau of Standards. Standards established by the Seller for calibrating the measuring and test equipment used in controlling product quality shall have the capabilities for accuracy, stability, and range required for intended use. Records of such calibration shall be maintained by the Seller. If the Bettis and/or Government Representative have reason to question the accuracy of the calibration, they may require and witness recalibration of the questionable equipment.

Line-graduated or digital-readout measuring and testing devices shall be graduated to intervals of 10% or less of the specified product tolerance for the characteristic being measured. For characteristics with a single specified limit, the interval between graduations shall be equal to or less than the difference between the measured value and the specified limit. Unless otherwise specified on the applicable approved drawings or in the purchase order, all specified limits shall be interpreted as absolute limits. Therefore, dimensional limits, regardless of the number of decimal places, are used as if they were continued with zeros.

3.11.2 Prior to Seller's final acceptance and presentation to Bettis and/or the

Government QAR, all deviations from or exceptions to the requirements of the purchase order must be covered by approved "Request for Approval of Degradation of Specification Requirements", Form 73854, or approved "Request for Engineering Change", Form 73848 (reference Section 3.1).

- 3.11.3 All of the requirements of the detail and assembly drawings apply after all of the processes employed to produce the item are completed, unless otherwise noted. Where dimensional and/or other requirements are not specified for an assembly, the requirements specified for the component detail continue to apply after assembly. Reverification of the characteristics of items after assembly normally is not required unless such a requirement appears on a drawing or in the purchase order.

3.12 Repair Procedures

Prior approval of repair procedures is required if the extent of the repair is beyond the scope of drawings, specifications, or procedures approved by Bettis.

3.13 Material to Latest Issue of Specifications

- 3.13.1 If the inquiry technical requirements specify a superseded issue, the Seller may, at the time of bidding, request a change to the latest issue.
- 3.13.2 If existing purchase order technical requirements specify material to a superseded specification, the Seller may request approval to supply material to the superseding issue.

3.14 Recording and Reporting of Delta (Δ) Dimensions

All dimensions designated by a delta (Δ) symbol must be measured and recorded and reported to Bettis as actual values.

The Seller's dimensional inspection results shall be recorded on Bettis Data Sheet, Form 73216 (or on an equivalent Seller data sheet); other data shall be recorded on an appropriate Seller-supplied data sheet. Completed inspection data sheets shall be available for review by Bettis and/or Government QAR if such on-site inspection is applicable to this order. The recorded data as described in this section must be provided to Bettis in completion of contract requirements. For a product not destined for Bettis or the Naval Reactors Facility sites, the data shall be submitted to Bettis and be approved prior to shipment of product.

**QUALITY ASSURANCE ADMINISTRATIVE REQUIREMENTS FOR
PURCHASE ACTIONS INVOLVING GOVERNMENT SOURCE INSPECTION**

1. Government Notification Points

- 1.1 Notification points are steps in the Seller's manufacturing and/or inspection sequence wherein the Government QAR shall be notified; these steps are identified to the Seller by the Government QAR who may require the Seller to submit or confirm notifications in writing. Notifications shall not be by-passed by the Seller unless authorization has been obtained from the Government QAR.
- 1.2 If any portion of the purchase order involving a notification point is to be performed by a lower-tier supplier, the Seller shall notify the Government QAR, prior to placing the purchase order with that supplier, to arrange for probable source inspection at the lower-tier supplier's facility.
- 1.3 Unless otherwise agreed to in writing, the Seller shall notify the Government QAR at least two working days in advance of readiness of inspections and tests designated by the Government QAR as requiring witnessing or inspecting.

2. Requirements of Government Source Inspection

2.1 Facilities to be Furnished to the Government QAR

When requested by the Government QAR because of the workload involved, the Seller shall provide such representative with adequate office supplies, including limited clerical assistance, office space, plain office furniture, and storage cabinets for drawings and papers, which meet applicable security requirements. Seller shall present products for Government inspection in such a manner as to afford inspection conditions satisfactory to the Government QAR.

2.2 Access to Seller's Facilities

The Government QAR may be assigned as itinerant or resident at the Seller's facility. He shall have immediate and free access at all times to all parts of the Seller's facilities utilized in the performance of the purchase order, and shall be permitted to examine and inspect the products, witness the processes of manufacture, and perform quality program and inspection system audits. The Government QAR assigned to the Seller's facility is there in the performance of duty with reference to the purchase order and not present at the will or by other grace of the Seller. His duties are to protect the interest of the Government. He is under no obligation to waive compensation for any injury to persons or property which he may sustain in the performance of his duties and may refuse to sign a visitor's register or pass which includes such a waiver or he may delete the waiver clause before signature.

2.3 Information Required by the Government QAR

All reasonable requests by the Government QAR for applicable documents, including Seller submittals, shall be honored by Seller.

2.4 Corrective Action Requests

The Seller shall reply in writing, within the time period requested, to any corrective action requests resulting from Quality Deficiency Records (QDRs) issued by the Government QAR. The reply shall state the real cause of the deficiency, the effect on other components or parts, the immediate corrective action taken or planned and the action taken to prevent recurrence.

3. Shipping

- 3.1 At the time of each delivery of supplies or services under this purchase order, the Seller shall prepare and furnish to the Government a Material Inspection and Receiving Report (DD Form 250) in the manner and to the extent required by Armed Services Procurement Regulation (ASPR) Appendix I, "Material Inspection and Receiving Report". Specific instructions related to the preparation of DD Form 250 are contained in Appendix A.

Product shall not be released until the Government QAR has signed the Material Inspection and Receiving Report (DD Form 250). Inspection report forms will be furnished to the Seller by the Government QAR, upon request. If product is shipped without proper authority or is unaccompanied by the inspection report, product may be returned to the Seller at his expense for inspection, or inspection may be conducted at destination by the Government and the cost of inspection may be charged to the Seller.

3.2 Shipment of Supplies at Government Expense

Whenever delivery of product FOB origin and transportation at Government expense is required the Seller shall request Government Bills of Lading, when necessary, in accordance with instructions received from Bettis. If products are mailable, the Seller shall arrange for shipment in accordance with instructions provided by the purchase order. The Seller shall make the necessary arrangements with the carrier for shipment and shall distribute Government Bills of Lading as required by Bettis. Shipment of products at Government expense does not imply acceptance by the Government or that products comply with the requirements of the purchase order.

PREPARATION INSTRUCTIONS - DD FORM 250

DD Form 250 (Material Inspection and Receiving Report) shall be prepared in accordance with the following instructions (the numbers and titles refer to the like numbered and titled sections of the DD Form 250):

1. Procurement Instrument Identification (Contract) Order Number - Enter the Government prime contract number and the Bettis purchase order number, the latter to be shown in parentheses. Both may be found on the face sheet of the purchase order.
2. Shipment Number - Enter the three alphabetic characters which comprise the shipment number prefix assigned by Buyer followed by the four numerical digit serial number. The first shipment made under the contract and purchase order number shall be numbered 0001. All subsequent shipments shall be numbered consecutively. The final shipment shall be identified by a "Z" suffix; e.g., AAA0002Z.
3. Date Shipped - Enter the date the shipment is released to the carrier or the date of completion of services (e.g., 72 Dec 20). When the date is estimated, enter an "E" after the date. Reissuance of the MIRR is not required to show the actual shipping date.
4. Bill of Lading/Transportation Control Number - Transportation Control Number (TCN) - For all shipments to be made via the Defense Transportation System, whether they be overseas or domestic shipments, enter the proper Transportation Control Number (TCN). The TCN is a seventeen position alphanumeric code number assigned to each shipment unit entering the Defense Transportation System and serves as a shipment control from origin to destination. The TCN is to be constructed in accordance with DOD Regulation 4500.32-R, "Military Standard Transportation and Movement Procedures", and the following:

Position	Description
1-6	Enter N92487 (Activity Address Code which identifies Bettis).
7	Enter last digit of calendar year in which shipment is being made.
8-10	Enter Julian day of the shipment.
11	Enter "X" ("X" indicates miscellaneous shipment code).
12-14	Shipment serial number (numeric). Enter in three digit form, the number of the specific shipment for that day (e.g., 003 would indicate the third shipment made on that day via the Defense Transportation System - the day indicated in positions 8-10).

Position	Description
15	<p>Under normal circumstances, enter "X". However, when a single TCN is assigned and the Seller must ship from two or more plant or warehouse locations, alphabetic characters will be used in the fifteenth position to isolate the TCN used by each shipping point; e.g.:</p> <p>A - First location B - Second location C - Third location D-Z - Assigned as appropriate, except letter "X"</p> <p>NOTE: When a single TCN is assigned, but shipments are made from various locations, only the fifteenth position of the TCN changes even if the various locations ship on different dates. (In this way the single, original TCN identity is retained.)</p>
16	<p><u>Partial Shipment Code</u></p> <p>a) When the shipment unit can be released as a complete entity on a single conveyance, enter "X" signifying a complete shipment.</p> <p>b) When the shipment unit is being released in more than one increment (e.g., the shipment unit exceeds the capacity of a single conveyance or for some other reason must be shipped in two or more conveyances by the same or mixed modes), enter the following in position 16:</p> <ol style="list-style-type: none"> 1. For the first partial shipment enter "A". 2. For subsequent partial shipments enter subsequent letters (B, C, D, etc., except "X"). <p>NOTE: a) Regardless of the number of partial shipments required to complete the release of the shipment unit, the last increment will always be identified by entering "Z" in position 16.</p> <p>b) For partial shipments only the sixteenth position of the TCN changes even if the partial shipments are made on different dates. (In this way, the single, original TCN identity is retained.)</p>

Position	Description
17	<p><u>Split Shipment Code</u> - Always enter "X".</p> <p><u>Example TCN</u></p> <p>The following is a sample TCN:</p> <p>N92487 2255X003XXX</p> <p>which is deciphered as follows:</p> <p>N92487 = Bettis</p> <p>2 = 1972</p> <p>255 = September 11</p> <p>X = Miscellaneous shipment (constant)</p> <p>003 = Third shipment via the Defense Transportation System for September 11, 1972</p> <p>X = Shipment from one location</p> <p>X = Complete shipment</p> <p>X = Constant</p>

5. Discount Terms - Leave Blank.
6. Invoice Number/Date - Enter the invoice number and date. When the date is estimated, enter an "E" after the date.
7. Page/of - Enter the consecutive number of each of the pages of the MIRR and the total number of pages in the MIRR.
8. Acceptance Point - Enter "D".
9. Prime Contractor - Enter "Bettis Atomic Power Laboratory, P.O. Box 79, West Mifflin, Pennsylvania 15122-0079" and enter the number N92487.
10. Administered By - Enter "NSTR, P.O. Box 109, West Mifflin, Pennsylvania 15122-0109" and enter the number N92487.*

* Unless requested by the Buyer, copies of the DD Form 250 shall not be sent to NSTR-Pittsburgh or PNR.

11. Shipped From/Code/FOB -

- a) Enter the code (to be provided by Bettis) and address of the "Shipped From" location.
- b) For performance of service line items which do not require delivery of items upon completion of services, enter the code and address of the location at which the services were performed.
- c) Enter on the same line and to the right of "FOB" and "S" for Origin or "D" for Destination as specified in the order. Enter an alphabetic "O" if the FOB point cited in the order is other than origin or destination.

12. Payment Will Be Made By - Enter "Accounting Department, Bettis Atomic Power Laboratory, P.O. Box 79, West Mifflin, Pennsylvania 15122-0079".

13. Shipped to/Code - Enter the code and address as contained in the shipping instructions.

14. Marked For/Code - Enter the "Mark For" code and address contained in the order or shipping instructions.

15. Item Number - Enter the order line item, subline, exhibit line or exhibit subline identification as set forth in the order.

16. Stock/Part Number and Description - Enter the following information for each different item, maintaining the order in which the information is listed (Use DD Form 250C Continuation Sheet(s) if additional space is required but provide appropriate block cross reference(s)).

- 1. Federal Stock Number, if assigned.
- 2. Item description including Identification Code Number, the suffix design letter and serial number and Seller's part number if any.
- 3. Drawing number, revision number and piece number.
- 4. Under a heading "Field Changes Incorporated", list by component serial number (IC No.) the Field Changes (if any) that have been incorporated in the component. Give field change number and appropriate suffix letter(s) (if applicable). Enter each item on the item on the approved Bill of Materials.
- 5. Under a heading "Deviations As Follows (Authorized by Approved Degradation of Specification Requirements)", list by component serial number (IC No.) the applicable DSRs and asterisk only those affecting shipyard inspection and installation. (Define the asterisk as affecting shipyard inspection and installation.) Attach DSR(s) to the order certification.

17. Quantity Shipped/Received -

- a) Enter the quantity shipped, using the unit of measure indicated in the order for payment. When a second unit of measure is used for purposes other than payment, enter the appropriate quantity directly below in parentheses.
- b) On the final shipment of a line item of an order containing a clause permitting a variation of quantity and an underrun condition exists, the seller shall enter a "Z" below the last digit of the quantity.
- c) If a replacement shipment is involved, enter, below the last digit of the quantity, the letter "A" to designate first replacement, "B" for second replacement, etc. The final shipment indicator "Z" on underrun deliveries shall not be used when a final line item shipment is replaced.

18. Unit - Enter the abbreviation of the unit measure as indicated in the order for payment. Where a second unit of measure is indicated, enter the second unit of measure directly below in parentheses. Authorized abbreviations are listed in MIL-STD-129 (Marking for Shipment and Storage).

19. Unit Price - Leave Blank.

20. Amount - Leave Blank.

21. Procurement Quality Assurance - Enter an "X" in the box for PQA at origin. Do not "X" the box for acceptance at origin.

22. Receiver's Use - Leave Blank.

23. Contractor Use Only

- a) Enter a heading of "Shipping Release", and the following:

"Shipping Instructions Change Notice No. _____" (fill in the number of the change notice that authorized shipment, if appropriate).

- b) In order that Bettis may effect prompt payment to Seller, Seller is to ensure that the DD-250 bears the following statement in block 23:

"Consignee, upon receiving this equipment, must acknowledge receipt by signing and dating one copy of the DD-250. Forward this copy to Bettis Atomic Power Laboratory, P. O. Box 79, West Mifflin, Pennsylvania 15122-0079

Attention: _____ Buyer"

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